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ABSTRACT

The rules and regulations of the Florida State Board of Independent Colleges and Universities are indicated. Rules concern philosophy of higher education, institutional descriptive inventory, minimum standards for licensure, procedures for implementation and authority of the board. Membership and officers are listed. (MJM)

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Rules and Regulations of Florida

State Board of Independent Colleges and Universities

Chapter 6A-13
1972-73

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RULES AND REGULATIONS

OF

FLORIDA

STATE BOARD OF INDEPENDENT

COLLEGES AND UNIVERSITIES

Chapter 6A-13

1972-73

STATE BOARD OF INDEPENDENT COLLEGES AND UNIVERSITIES

Tallahassee, Florida

Revised 12/72

1972

STATE BOARD OF INDEPENDENT COLLEGES AND UNIVERSITIES
Florida Department of Education
Tallahassee, Florida 32304

904/488-8695

State Board of Independent Colleges and Universities

Membership

Philip F. Ashler . . . . . 1974 . . . . . Public Higher Education
Executive Vice-Chancellor, Florida Board of Regents, Tallahassee

Sister Dorothy Browne, O.P. . . . 1974 . . . . . Private Higher Education
President, Barry College, Miami

David M. Delo . . . . . 1975 . . . . . Private Higher Education
Chancellor, University of Tampa, Tampa

James Farquhar . . . . . 1975 . . . . . Lay
Trustee, Nova University, Fort Lauderdale

Clinton D. Hamilton . . . . . 1973 . . . . . Public Higher Education
Vice President, Broward Community College, Fort Lauderdale

Jerome P. Keuper . . . . . 1973 . . . . . Private Higher Education
President, Florida Institute of Technology, Melbourne

Richard V. Moore . . . . . 1975 . . . . . Private Higher Education
President, Bethune-Cookman College, Daytona Beach

Robert H. Spiro . . . . . 1973 . . . . . Private Higher Education
President, Jacksonville University, Jacksonville

Douglas Stenstrom . . . . . 1974 . . . . . Lay
Trustee, Stetson University, Sanford

Officers

Douglas Stenstrom . . . . . Chairman

Sister Dorothy Browne, O.P. . . . . Vice-Chairman

C. Wayne Freeberg . . . . . Executive Director

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RULE NO. 6A-13.01

PHILOSOPHY OF HIGHER EDUCATION

Purpose of Rule

To prescribe such minimum standards, and rules and regulations, as are required by Chapter 246, Florida Statutes, or necessary to aid in carrying out the objectives and purposes of such law.

Summary of Rule

This rule sets forth the philosophy of higher education, adopted by the Board of Independent Colleges and Universities to be used as a basis for issuing and renewing licenses of educational institutions under its jurisdiction.

6A-13.01 PHILOSOPHY OF HIGHER EDUCATION

(1) Central to the quality, worth and effectiveness of an educational institution is the establishment and maintenance of an atmosphere in which learning may be encouraged and advanced. To this end it is incumbent upon such an institution to provide an academic program, staff, physical facilities, policies and organizational structure of such nature and quality as to inspire a pursuit of excellence in its students, faculty, and other associated persons in their respective activities. Any institution of higher education desirous of fulfilling its rightful purpose in society should seek to provide that atmosphere and those resources necessary to the achievement of the philosophy here set forth. It is to this end that such an institution should dedicate itself. Accordingly, it is imperative that sound educational objectives and standards should be inherently characteristic of an institution of learning. One of the major purposes of the state board of independent colleges and universities in issuing and renewing licenses is to assist in the achievement and maintenance of high standards of quality in institutions of higher education.

(2) The minimum standards, rules and regulations adopted by the state board of education and executed by the state board of independent colleges and universities for the establishment and operation of non-public (independent) colleges and universities are designed to assure to prospective students and other members of society that the institutions licensed meet certain minimum standards of quality.

RULE NO. 6A-13.02

INSTITUTIONAL DESCRIPTIVE INVENTORY

Purpose of Rule

To prescribe such minimum standards, and rules and regulations, as are required by Chapter 246, Florida Statutes, or necessary to aid in carrying out the objectives and purposes of such law.

Summary of Rule

This rule details the specific information which must be provided by each institution applying for a license under the provisions of Chapter 246, Florida Statutes.

6A-13.02 INSTITUTIONAL DESCRIPTIVE INVENTORY

Each institution applying for a license to the state board of independent colleges and universities shall provide to the board a descriptive inventory of itself containing, as applicable, the following specific information, which may be supplied insofar as it is possible in its usual published documents such as a catalog. If the information requested is believed to be not applicable, the applicant institution shall explain why this is the case. All information and documentation submitted pursuant to the provisions of this and subsequent sections of these standards shall be sworn to as accurate before a notary public.

(1) The official name which must be consistent with, and appropriate to, its type and the academic programs offered;

(2) An official statement of the institution's educational philosophy;

(3) An official statement of the institution's specific purposes and objectives;

(4) A description of all the institution's academic programs, including a statement of how these relate to, and fulfill, the philosophy, purposes and objectives of the institution;

(5) A statement setting forth the organizational structure of the institution as it relates to its charter, founding body, or other such relevant matters;

(6) A statement setting forth the sources, kinds, and amounts of finances, including an audited verified financial statement and the latest dated operating financial statement which lists income and expenditures, both of which must have been prepared by a certified public accountant;

(7) A statement which describes the institution's board of control which must include the manner in which it is constituted and its operating procedures, together with a listing of the members of the board, their addresses, and occupation;

(8) A statement of the description of the institution's plant and physical facilities which must include the number of buildings, type of construction, and condition of each and a description of the location and general environs;

(9) A statement about the faculty which must include the following minimum information:

(a) The policies governing initial appointments, reappointments, tenure and dismissal;

(b) A complete listing of each current full and part-time faculty member indicating the professional preparation (academic degrees, fields, institutions conferring degree and the date, etc.) and teaching experiences (specific colleges, etc.) of each one;

(c) A complete listing of all former full and part-time members of the faculty within the last three years, if applicable, giving the period of service to the institution and the reason for the separation from the faculty, if applicable;

(d) A brief statement of teaching and other duty responsibilities required of each faculty member by the institution.

(10) If applicable under the provisions of 6A-13.03(1)(j), a sworn statement from a responsible official of the institution affirming that all students to be enrolled have been individually advised in writing prior to the collection of any registration or tuition fee that a degree or credits granted by the institution will not qualify the holder under current Florida law and appropriate state regulations to qualify for a teaching certificate or to take the examination that would permit the holder to practice the profession or occupation in the state of Florida.

RULE NO. 6A-13.03

MINIMUM STANDARDS FOR LICENSURE

Purpose of Rule

To prescribe such minimum standards, and rules and regulations, as are required by Chapter 246, Florida Statutes, or necessary to aid in carrying out the objectives and purposes of such law.

Summary of Rule

This rule establishes minimum standards and requires each institution applying for a license to supply a statement indicating how it is meeting or proposes to meet such prescribed minimum standards. Such minimum standards relate to purpose, administrative organization, educational program and curricula, finances, faculty, library, student personnel services, physical plant and facilities, and publications. The rule further requires that certain prescribed information be furnished to the Board by each agent applying for a license under the provisions of Chapter 246, Florida Statutes.

6A-13.03 MINIMUM STANDARDS FOR LICENSURE

(1) For institutions: Each institution that seeks a license to operate as specified by chapter 246, Florida Statutes, shall supply an amplified statement of how it is meeting or proposes to meet the minimum standards delineated in this section, or a statement setting forth reasons why it deems itself justified in not meeting any standard or standards in particular. It is recognized by the state board of independent colleges and universities that these minimum standards may not be equally applicable to every institution applying for a license.

(a) Purpose: The institution shall clearly define its purpose in an official statement which delineates its role in the educational world. The origin of the official statement of purpose shall be stated, together with the procedures whereby it may be changed. The statement of purpose should be concise and should reflect the official philosophy and practice of the institution. Although adopted by its governing board of control, the official statement of purpose should not be considered the exclusive concern of the board of control; on the contrary, provisions should be made for faculty initiative in recommending changes.

(b) Administrative organization:

1. Each institution shall provide a competent and adequate administrative staff and such policies and procedures as are necessary to insure the accomplishment of its purpose. The control of the institution shall be clearly stated giving attention to charter, bylaws, and other governing documents. Specific information shall be supplied stating those policies to be determined by the board of control, the chief executive officer, staff, and administration, the faculty, the students, and other groups, as well as those policies to be determined jointly, and by which groups. Should the institution change its basic charter or governing control this shall be reported to the state board of independent colleges and universities immediately on forms provided by the board.

2. Policies and procedures should be officially adopted and should be communicated to all appropriate personnel. These policies and procedures shall include such matters as responsibilities of administrative officers, faculty organization, statements on academic freedom, tenure, and other such policies and regulations as affect the members of the institution's faculty, staff, and student body. Any published documents (in whatever form) should be included with the application for a license.

(c) Educational program and curricula:

1. The educational program and curricula shall be related to the philosophy, purpose, and objectives of the institution.

2. Each curriculum shall provide that sequence of appropriate subjects or courses leading to the attaining of competence in the respective areas or fields of study.

3. Curricular offerings shall be clearly and accurately described in all published materials.

4. The faculty shall be given appropriate responsibility in the development of specific academic details for the implementation of general policy adopted by the board of control.

5. The level of instruction offered shall be clearly stated, and such instruction shall be appropriately reflective of the resources (financial, personnel, physical facilities) and purposes of the institution and the ability of the students.

6. Provision shall be made for continual reassessment of the educational program, and the evaluation and improvement of instruction.

7. Admission requirements shall be based upon standards designed to assure the prospective student and the institution that the applicant should be able to pursue successfully the program of study for which he was granted admission. For admission of the first year undergraduate student the satisfactory completion of a four-year course in an approved secondary school would normally be required but this should not be interpreted to preclude the use of other criteria of equivalent value in the admission process.

(d) Finances:

1. The institution shall clearly state its fiscal policy, delineating the sources of funding which shall include specific fee policies and procedures applying to students. Financial resources shall be adequate in relation to the purpose of the institution, the scope of its program, the number of its students, and the facilities essential to house its students and staff.

2. Stability of income shall be established by a history of at least three years, if applicable. Adequacy of income shall be considered in relation both to its gross amount and amount per student. In ascertaining the adequacy of the institution's financial resources, attention shall be

given to educational and general expenditures which will include for the fiscal year general administration and general expense, instruction, libraries, and operation and maintenance of physical plant.

3. A budget of estimated income and expenditures for the fiscal year shall be prepared in sufficient detail to promote proper operations. Educational planning shall precede budget preparation. Academic personnel and officers shall be appropriately involved in the preparation of the budget which shall be adopted by the board of control.

4. An annual audit and appropriate operating statement shall be prepared by certified public accountants who are not directly connected with the institution.

5. A refund policy and procedures for refunding of fees and charges to students who withdraw from enrollment shall be adopted and should be in keeping with generally accepted practices of institutions of higher learning. This policy and the procedures should be stated in all appropriate official publications and observed as published.

(e) Faculty:

1. Members of the faculty shall possess academic, scholarly, and teaching qualifications appropriate and requisite to their respective positions and teaching assignments.

2. There shall be a sufficient number of full-time faculty to insure continuity and stability of the educational program and to provide adequate educational association between students and faculty.

3. The classroom teaching loads of each faculty member shall be consistent with adequate preparation for each class, professional growth, and appropriate non-teaching functions.

4. The salary schedule for faculty shall reflect a level of income indicative of the importance and worth of college teaching in American society. The institution shall present evidence of the maintenance of a salary schedule which places its faculty in a reasonably competitive relationship to other colleges and universities of similar nature and purpose.

(f) Library:

1. The collection of books, periodicals, newspapers, teaching aids, and other instructional materials shall be adequate in relation to the needs of the educational program, shall be appropriately housed, and shall be readily accessible to the faculty and the students.

2. A program for continuous acquisition of current library materials and for the recording of all library holdings shall be clearly outlined and maintained with a pattern of expenditures in relation to the total fiscal operational budget consistent with that commonly observed in institutions of higher learning.

3. A professionally trained and competent library staff adequate to serve the needs of the purpose, objectives, and educational program of the institution shall be provided.

4. Space for seating and work space for quiet and reflective study and research for a reasonable proportion of the faculty and students to be accommodated at one time shall be provided.

5. Physical environment of the library shall be conducive to the ends of reflective intellectual pursuits common to institutions of higher learning.

(g) Student personnel services:

1. There shall be provided an adequate program of educational, occupational and personal counseling to accomplish the philosophy and purpose of the institution. Necessary records to support such a program shall be maintained consistent with generally accepted professional, ethical, and legal norms.

2. A program of student activities shall be maintained consistent with the institutional philosophy, purpose, objectives and educational program. Included in such shall be both recreational and social activities.

3. Provision shall be made for adequate protection of, and care for, the health of students, faculty and other employees in the college setting.

(h) Physical plant and facilities:

1. The institution shall provide and maintain a physical plant with academic classrooms and laboratories, and living accommodations appropriate to, and adequate for, the educational program and the size of the faculty and student body. Regulations and provisions with respect to fire hazards, hygiene, floor space, ventilation, heat, light, and similar matters shall be conducive to health, safety, and high standards of achievement and shall conform to all governmental requirements as applicable.

2. Laboratories appropriate to, and adequate for, the courses taught and the size of the classes shall be provided and shall incorporate all appropriate safety measures.

(i) Publications:

1. All publications shall be accurate and realistic; the prospective student should be able to determine what the college can actually provide.

2. A catalog, issued not less frequently than every two years, shall be published and must include the following minimum information:

   a. The philosophy, purpose, objectives and educational program of the institution;

   b. A listing of the names of faculty with earned degrees and institutions conferring them, administrative officers, and the governing board;

   c. Specific programs of study, curricular patterns, and course offerings;

   d. Admission and degree requirements;

   e. Student fees and refund policies; and

   f. Other general, official rules and regulations.

(j) Filed sworn statements:

1. If any institution licensed or seeking to be licensed under Chapter 246, Florida Statutes, offers courses leading to a degree which, if granted by an accredited institution of higher learning within the meaning of Section 231.17, Florida Statutes, and Section 6A-4.03, regulations of the state board of education, would qualify the holder thereof to apply for a certificate to teach in public schools or community colleges of Florida, and if the degree or credits to be awarded by the institution licensed or seeking licensing under Chapter 246, Florida Statutes, does not under current Florida law and state board of education regulations qualify the holder to apply for such a certificate to teach in the public schools or community colleges of Florida, then and in that event, as a condition precedent to licensing such institution under the provisions of Chapter 246, Florida Statutes, the state board of independent colleges and universities shall require a sworn statement from a responsible official of the institution that all students to be enrolled in those courses of study will be individually advised in writing prior to the collection of any registration or tuition fee that such a degree or credits will not qualify the holder under current Florida law and state board of education regulations for a Florida teaching certificate.

2. If any institution licensed or seeking to be licensed under chapter 246, Florida Statutes, offers courses leading to a professional or occupational degree in those professions or occupations which are regulated by the department of professional and occupational regulation and if the degree or degrees to be awarded by the institution licensed or seeking licensing under chapter 246, Florida Statutes, do not, under current Florida law, qualify the holder thereof to apply to take any examination administered by any board over which the department of professional and occupational regulation exercises control, then and in that event, as a condition precedent to licensing such institution under the provisions of chapter 246, Florida Statutes, the state board of independent colleges and universities shall require a sworn statement from the responsible official of the institution that all students to be enrolled in those courses of study will be individually advised in writing prior to the collection of any registration or tuition fees that such a degree will not qualify the holder under current Florida law to take the examination that would permit the holder to practice said profession or occupation in the state of Florida.

(2) For agents:

(a) Each agent applying for a license to the state board of independent colleges and universities shall provide to the board a brief descriptive inventory of himself which shall be submitted in an application form provided by the board's staff and which shall include at least the following specific information:

1. Complete full legal name, full residence and business address, age, background training, and experience.

2. Institution to be represented together with the official legal name, complete address, and nature of the institution.

(b) If the institution to be represented is located without the state of Florida, the institution shall submit the descriptive inventory of itself pursuant to the provisions of section 6A-13.02.

(c) Each applicant applying for an agent's license must submit with his application an affidavit that his institution will be honestly and accurately represented in harmony with the descriptive inventory submitted by the institution.

(d) If an agent is to represent an institution licensed by the state board of independent colleges and universities, or an institution exempt from the provisions of chapter 246, Florida Statutes, the agent shall so specify same in his application for an agent's license.

RULE NO. 6A-13.04

PROCEDURES FOR IMPLEMENTATION

Purpose of Rule

To prescribe such minimum standards, and rules and regulations, as are required by Chapter 246, Florida Statutes, or necessary to aid in carrying out the objectives and purposes of such law.

Summary of Rule

This rule establishes specific procedures for conducting reviews of applications, issuance of licenses, renewal of licenses, and revocation or suspension of licenses.

6A-13.04 PROCEDURES FOR IMPLEMENTATION

(1) For institutions seeking an original license.

(a) Prior to filing a formal application, officials of the institution seeking the license are counseled to confer with the chief administrative official of the state board of independent colleges and universities.

(b) Following the filing of the formal application and all the required information stipulated in sections 6A-13.02 and 6A-13.03, the chief administrative officer of the state board of independent colleges and universities and the consultant committee appointed by the board, if it is deemed appropriate and necessary, will visit the institution at a prearranged time, and confer with administrative officers, faculty, students, and other individuals, and make such an examination as is necessary to give an accurate reflection of the institution's status. Each original formal application shall be accompanied by a license fee of one hundred dollars ($100).

(c) The committee on licensure of the state board of independent colleges and universities will then analyze the statements submitted by the institution, and, if applicable, the report of the consultant committee and then shall present a recommendation to the board.

(d) After receiving the recommendation of the committee on licensure, the board shall then make a determination of whether the institution shall be granted a temporary license, a provisional license, or a license.

(e) Each temporary license issued shall be effective for a maximum period of one year from the date of issuance and cannot be renewed. Such a license will be granted to an institution which does not meet minimum standards established by the board, but which can show evidence of making improvements sufficient to be granted a provisional license or license within the period specified by the board.

(f) Each provisional license issued shall be effective for a maximum period of one year from the date of issuance and is subject to renewal only for one year thereafter. A provisional license shall be granted to an institution which does not meet the minimum standards established by the board, but which can show evidence that within the period specified minimum standards can be met.

(g) Each license issued shall be effective for a maximum period of one year from the date of issuance and subject to annual renewal thereafter.

(h) Each temporary license, provisional license, or license issued by the board, shall state specifically what degrees and programs the institution is authorized to offer and the period for which the license is issued. The licenses are not transferable to another institution.

(i) Prior to the refusal of any license, the board shall serve notice thereof on the applicant by registered mail to the institution's last known address, together with a statement of the reasons for its action. The applicant upon a request filed within twenty (20) days of the post mark on such notice thereof shall be entitled to a hearing before the board which shall afford a full opportunity to the applicant to appear and present its case. Such hearing shall be held no sooner than ten (10) days after the board sends by registered mail to the applicant's last known address a notice setting forth the time and place of the hearing. Within twenty (20) days following the hearing, the board shall determine whether or not the license shall be issued. The board shall notify the applicant of this decision in writing by mail.

(2) For institutions seeking a renewal of license.

(a) On or before the annual anniversary of the original license, each institution shall file a formal application for renewal together with copies of its catalog, audit financial reports, president's reports, and other similar documents. In the event an institution has submitted a report to an accrediting agency (regional, professional or special), this report shall be filed with the formal application for renewal. The formal application for renewal shall be accompanied by a license fee of fifty dollars ($50).

(b) The committee on licensure of the state board of independent colleges and universities shall review the application for renewal together with accompanying documentation to evaluate it for the making of a recommendation to the board. In the event it is deemed necessary, the board may direct the chief administrative official of the board and a consultant committee to visit the applicant institution to proceed as set forth in section 6A-13.04(1)(b).

(c) An institution which seeks to expand its educational program and degrees to be conferred shall file an amendment to its original or renewal application giving full documentation which the committee on licensure shall evaluate and then make a recommendation to the board. Documentation shall include an outline of the curriculum to be offered for the degree, the qualifications of the faculty to be involved in the program of study, the anticipated enrollment, the financial support for the program, and the relation of this proposed program to the purpose of the institution.

(d) Antecedent to the revocation or suspension of a license, the board shall serve notice thereof on the applicant by registered mail to the institution's last known address, together with a statement of the reasons for its action. The applicant upon a request within twenty (20) days of the post mark on the notice thereof shall be entitled to a hearing before the board which shall afford a full opportunity to the applicant to appear to present its case, and such hearing shall be held no sooner than ten (10) days after the board sends by registered mail to the applicant's last known address a notice setting forth the time and place of the hearing. Within twenty (20) days following the hearing, the board shall determine whether or not the license shall be revoked or suspended. The board shall notify the applicant, in writing, of this decision.

(3) For the licensing of colleges excluded from the provisions of chapter 246, Florida Statutes. Upon a voluntary formal application as provided for in chapter 246, Florida Statutes, which is accompanied by the appropriate fee and which application does not have to fulfill the descriptive inventory provisions of section 6A-13.02 and the provisions of 6A-13.03, there shall be issued the appropriate license by the board.

(4) For the employees or agents who solicit for remuneration prospective students.

(a) No agent shall solicit for any nonpublic college or university subject to the provisions of chapter 246, Florida Statutes, unless the institution shall have been licensed by the state board of independent colleges and universities. Necessary for such solicitation is a license for the agent for such purpose.

(b) Each agent who shall solicit for remuneration prospective students either within or without the state shall apply for and obtain from the board an agent's license. Each application shall be accompanied by a license fee of ten dollars ($10) for agents representing in-state institutions and twenty-five dollars ($25) for agents representing out-of-state institutions.

(c) Each agent's license shall be effective for a maximum period of one (1) year from the date of issuance and subject to renewal thereafter and is not transferable.

(d) Each agent in his formal application for an agent's license shall state his full legal name, address, residence, age, background training, and experience.

(e) An agent's license may be refused, revoked, or suspended for proof of violation of regulations set forth above.

(f) For purposes of these regulations, an agent is one who has the solicitation of prospective students as his major (one-half time or more) responsibility.

(5) For institutions which discontinue operation.

(a) Upon the discontinuance of operation of an institution, licensed under the provisions of chapter 246, Florida Statutes, the chief executive officer or other responsible official shall have the duty to convey all student records to the state board of independent colleges and universities.

(b) The records of students received as set forth immediately above shall be stored in a safe place for reproduction as requested by the student.

(6) For institutions or agents who are in violation of standards and regulations.

(a) Licenses may be refused, revoked, or suspended as set forth above in section 6A-13.04(1)(e), 6A-13.04(2)(d), and 6A-13.04(4)(e).

(b) The board shall take whatever action against colleges and universities which it deems appropriate for violations of standards by the institutions. Such action may include, but not be limited to, listing of the refusal, revocation or suspension of licenses of the particular institutions, the seeking of injunctive relief against the operation of the institution, and the initiation of any other sanctions provided by law.

(7) For the formation of consultant committees.

(a) Each consultant committee appointed to visit an applicant institution shall be composed of at least three persons, a majority of whom shall be knowledgeable educators from non-public colleges and universities accredited by a regional accrediting association. The size of the committee shall be determined in relation to the nature, size, and complexity of the institution being visited.

(b) Each consultant committee shall be accompanied by the chief administrative officer of the board or a representative designated by the board who shall serve as the chairman of the committee.

(8) For working definitions of terms used in legislation creating the board.

(a) "An accrediting agency recognized by the United States Office of Education" shall be one of those agencies listed in the current Education Directory, Higher Education.

(b) "An accrediting agency recognized by the state board of education" shall be one so designated for that purpose by official action of the board and the motion of such designation shall have been spread on the official minutes of the board.

(c) "College" means any educational facility maintained or conducted by any person, association, partnership, corporation or trust and operating as an institute, junior college, college, university or entity of whatever kind which furnishes or offers to furnish a degree as defined herein or which furnishes or offers to furnish instruction leading toward or prerequisite to an academic degree beyond the secondary level and which requires that in order to obtain a degree or diploma, the recipient thereof satisfactorily complete appropriate courses or classes or laboratory or research study in person or by correspondence. The following shall be excluded from this definition as it applies to the licensing and regulation requirements of this act:

1. Colleges provided, operated and supported by federal, state or county governments or any of their political subdivisions.

2. Colleges licensed or approved for establishment and operation under chapters 464, 466, 475, 476, and 477, Florida Statutes, and any other chapters of Florida Statutes requiring licensing or approval as defined in this act.

3. Colleges accredited by an accrediting agency recognized by the United States Office of Education or the state board of education.

4. Classes or tutoring provided, operated, and entirely supported by an employer solely for his employees.

5. Classes or tutoring provided, operated, and supported by a recognized labor union beyond the basic level of instruction, or by a professional or fraternal organization, solely for the union's or organization's membership.

6. Colleges that offer instruction of an avocational or recreational nature that does not lead to an occupational objective.

(d) "Out-of-state college" or "college outside the state" means any college where the place of instruction or legal place of residence or the place of evaluation of instruction or work by correspondence is not within the legal boundaries of this state.

(e) "Instruction" means the dissemination of knowledge or practice which signifies, purports, or is generally taken to signify the preparation or education of a person generally or specifically for further understanding, study, skill or training.

(f) "Agent" menas a person employed by or representing a college within our outside the state to procure Florida students, enrollees, or subscribers by solicitation in any form made at a place or places other than the office or legal place of business of a college.

(g) "Diploma" means a certificate, transcript, report, document, or title of designation, mark, appellation, series of letters, numbers, or words which signifies, purports, or is generally taken to signify attendance, progress, or satisfactory completion of the requirements or prerequisites of an academic degree.

(h) "Degree" means any academic or honorary title of designation, mark, appellation, series of letters, numbers or words, such as, but not limited to bachelors, masters, doctorate, or fellow, which signifies, purports, or is generally taken to signify satisfactory completion of the requirements of an academic, educational, or professional program of study beyond the secondary school level or for a recognized degree awarded by a junior college or other institution in liberal arts.

(i) "Board" means the state board of independent colleges and universities.

RULE NO. 6A-13.05

AUTHORITY OF THE BOARD

Purpose of Rule

To prescribe such minimum standards, and rules and regulations, as are required by Chapter 246, Florida Statutes, or necessary to aid in carrying out the objectives and purposes of such law.

Summary of Rule

This rule provides for the exercise of such powers by the Board as are conferred upon it by the execution of the standards, rules and regulations adopted by the State Board of Education, and by the provisions of Chapter 246, Florida Statutes.

6A-13.05 AUTHORITY OF THE BOARD

Although it may not be particularly and specifically delineated in the preceding standards, rules and regulations, the state board of independent colleges and universities shall exercise such powers as are conferred upon it in the execution of the standards, rules and regulations adopted by the state board of education of which this section is an essential part, and by the provisions of chapter 246, Florida Statutes, by appropriate action consistent with Florida law and the board's own policies and procedures.